



**Buffalo Grove Park District
Workshop Minutes
Monday, July 8, 2013**

Commissioners Present: Richard Drazner, Scott Jacobson, Adriane Johnson, Larry Reiner and Jack Schmerer.

Staff Present: Executive Director Dan Schimmel, Deputy Director Ryan Risinger, Superintendent of Parks Bill Heider, Business Manager John Short and Administrative Assistant Martha Weiss

CALL TO ORDER

President Schmerer called the Workshop to order at 7 pm.

Roll Call

The roll was called and Commissioners Drazner, Jacobson, Johnson, Reiner and Schmerer answered present.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance

INTRODUCTION OF GUESTS

There were no guests to introduce.

APPROVAL OF AGENDA

Vice President Jacobson moved to approve the agenda, seconded by Commissioner Johnson and approved with a voice vote.

TOPICS FROM THE FLOOR

There were no Topics from the Floor.

PARKS DEPARTMENT

Staff Report

Superintendent of Parks Heider reported that Jim Holder will be leaving the Park District this week and will be missed. Staff is working in the parks, doing some outside activities at the Community Arts Center including removing the playground fence. An arborist is being consulted about the trees that are at the property, and staff is getting quotes for new parking lights. Staff hired a

contractor to work on the parking islands to make them more presentable; however, there may be a different solution for them in the future. The Park District purchased some personal property from the former owner. Staff will get quotes regarding enlargement of some of the classrooms.

The Kilmer project is nearing completion and is going smoothly. Most of the storm sewer and drainage is in place. Staff is replacing the playground at Woodland Park. Commissioner Reiner asked if there was any significant damage after the recent heavy rain and Superintendent Heider said that there was only minor damage and a lot of debris needed to be cleaned up.

RECREATION

Staff Report

Deputy Director Risinger reminded the board about the Little Shop of Horrors production coming up. The first camp session is almost complete and next week the second session starts. The staff reports that camps are going well. The pools had their best revenue weekend this past weekend because of the hot weather. The pool staff was audited again this weekend by Star Guard and received 5 stars, the highest rating.

Recreation Sub Fund Statistics

Deputy Director Risinger explained that the report is a history for the Board of registration and revenue for the past completed four fiscal years. The numbers do not include aquatics because it is a separate report every year. Vice President Jacobson asked about the fluctuation in participant numbers for show attendance and Deputy Director Risinger answered that because of online ticket sales through an outside software system, participants are not included in the report. The Park District will be starting to use RecTrac software and staff will be able to keep separate numbers for registrations and attendance.

Feasibility Study Oversight Committee Meeting

Executive Director Schimmel explained that the Alford Group suggested that potential candidates for the feasibility study oversight committee be suggested by the Board and staff.

PUBLIC RELATIONS & MARKETING

Staff Report

The Special Leisure Services Foundation fund raising event will be held on November 1, 2013. Executive Director Schimmel explained that the foundation is using a new fund raising technique.

Local legislators were invited to Little Shop of Horrors performances at the suggestion of Recreation Specialist Lindsay Grandt.

Buffalo Grove Area Chamber of Golf Outing - Friday, July 26

The rescheduled golf event will be taking place on this date.

Legislative Golf Outing – Thursday, July 18

Board members were invited to attend the golf outing with legislators.

NRPA Registration

Board members were asked to review the schedules of sessions and activities of the conference.

FITNESS CENTER/GOLF AND SPORTS CENTER

Staff Report

There is a customer appreciation picnic for fitness center members on Saturday.

FINANCE

Business Manager Short reported that the auditors are visiting the Park District this week.

PRESIDENT AND COMMISSIONERS' REPORTS

Commissioner Johnson commented that the Green Fair sponsored by the Environmental Action Team was a very nice event. There were 21 vendors and it was well received by the attendees who appreciated being able to recycle items, including used bicycles.

President Schmerer noted that it was a good feature of a race he recently ran in Mundelein to have clocks at the 1 and 2 mile markers. He was glad that the Friends of the Parks Foundation has added that amenity to the Stampede this year.

Commissioner Johnson asked about reporting points for the fitness challenge that is being offered to the Board and staff by the fitness center. President Schmerer and Commissioner Johnson both commented that the challenge was a good idea that should be repeated because the goal was to stay fit and the participants were made more aware of their fitness activity. Commissioner Reiner complimented staff on the commissioner display in the glass case in the foyer at Alcott.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Deputy Director Risinger mentioned that Martha Weiss received the award for Rotarian of the Year from the Rotary Club of Buffalo Grove and she was congratulated by the Board.

EXECUTIVE SESSION

Commissioner Reiner moved to go into executive session for personnel and potential litigation at 7:46 pm, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer

NAYS: 0

ABSENT: 0

MOTION TO ADJOURN THE EXECUTIVE SESSION

Commissioner Reiner moved to adjourn the Executive Session and reconvene the Regular Board Meeting at 9:10 pm, seconded by Commissioner Johnson and passed with a roll call vote.

AYES: Drazner, Jacobson, Johnson, Reiner and Schmerer
NAYS: 0
ABSENT: 0

ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Schmerer announced that no final action was taken in Executive Session.

ADJOURNMENT

Commissioner Reiner moved to adjourn the meeting at 9:11 pm, seconded by Vice President Jacobson and passed with a voice vote.

Respectfully submitted,

Secretary